

Hot Work Program Handout and Training Certification

What is Hot Work?

Hot work is any temporary or permanent operation that:

1. Uses an open-flame or spark-producing apparatus;
2. Produces flames, sparks, or heat.

What types of job tasks would be considered Hot Work?

Hot work includes, but is not limited to, welding, cutting, burning, brazing, grinding, sawing, soldering, and any related heat-producing jobs that could ignite combustible materials or flammable atmospheres.

Are Hot Work Operations allowed at PFW?

Hot Work Operations are permitted at PFW, however other avenues that do not utilize Hot Work are preferred:

- Mechanical bolting vs. welding
- Manual hydraulic shears vs. saw/torch cutting
- Hand filing vs. grinding
- Installation of threaded pipe vs. welded or soldered (does local code permit?)
- Avoid of the use of torches!

Where can Hot Work Operations be performed at PFW?

Specific mechanical rooms have been designated for use by trained Maintenance personnel where this type of work is allowed without the requirement of a *Hot Work Permit*. Each of these mechanical rooms has a certified "Designated Hot Work Area" which is identified with tape on the floor and signage. Some departments also have "designated hot work areas" that have been approved by Environmental Health and Safety (EHS) and the university's insurance carrier. Designated hot work areas must adhere to specific requirements in the Hot Work Program. If at any time these requirements are not being met, hot work should cease in this area until EHS can re-certify it as a designated hot work area.

What are the requirements for a Designated Hot Work Area?

- Sprinkler and/or fire extinguisher must be in good working condition
- Hot work equipment must be in good working condition
- 35 feet clearance of combustible materials
- Openings/cracks in walls, floors, & ducts within 35ft clearance area must be covered
- Fire watch provided during and for 60 minutes after work is finished

What if a Hot Work Operation cannot be done in a Designated Hot Work Area?

If something prevents a Hot Work Operation from being completed in a Designated Hot Work Area, a Hot Work Permit must be obtained prior to beginning the work.

What are Hot Work Permit Requirements?

- Required for *temporary* (≤ 8 hours) hot work done in non-designated areas
- Follow all "Required Precautions" written on the Permit
- Contact supervisor or REM for final Permit review and approval
- Permit must be posted at the work area for duration of job
- Upon completion of job, submit Permit to REM for recordkeeping

What is the 35ft Rule?

This stipulates that all the following conditions must be met within a 35ft radius of Hot Work Operation:

- Shield combustable flooring with wet sand, approved welding blankets
- Clean up the area, especially of oily deposits and trash
- Cover any combustibles that cannot be moved with approved welding blankets
- Block off any duct openings
- Cover/fill openings in exposed walls, floors & ceiling with approved fire-stop material
- Relocate any combustibles to the other side of a wall
- If working at elevated location, provide covering under work area
- Close all doors and fire doors – check for gaps

What Personal Protective Equipment (PPE) should I use to perform Hot Work Operations?

In accordance with your department's PPE Hazard Assessment, the following PPE is required for each task:

- **Grinding:** safety glasses with side shield or goggles and face shield
- **Soldering:** filter spectacles or hand shield (shield 1.5-3); safety shoes or shoe covers; work gloves
- **Welding – Electric arc:** Welding goggles & face shield (shade 10-14); welding apron; safety shoes or shoe covers; welding gloves
- **Welding – Gas:** Welding goggles & face shield (shade 4-5); welding apron; safety shoes or shoe covers; welding gloves

Who can I contact with questions regarding Hot Work?

EHS: Stephanie Phillips at 481-4193 and steels@pfw.edu
 Erin Turner at 481-4197 and mckien01@pfw.edu

_____	_____
Employee name (please print)	Training date
_____	_____
Employee signature	Department
_____	_____
Supervisor's Name	Training given by

Supervisors/DITs:

Please keep a copy of this certification page and distribute completed forms to:
 Environmental Health & Safety (SB, room SB G48)